

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 31

July 28, 2003

**SUBJECT:** INCORPORATING SELECTED OFFICE OF OPERATIONS ORDERS  
INTO THE DEPARTMENT MANUAL

**PURPOSE:** This Order informs Department employees of selected Operations Orders that have been identified as long-standing procedure and shall be incorporated into the Department Manual.

**PROCEDURE:**

The following Operations Orders have been selected for incorporation into the Department Manual:

- \* Operations Order No. 21, May 20, 1975, "*Transportation of Rape Victims in Police Vehicles*" (Manual Section 4/210.35);
- \* Operations Order No. 8, March 15, 1976, "*Code 7 Requests During First or Last Hour of Field Duty*" (Manual Section 3/702.20);
- \* Operations Order No. 6, August 16, 1991, "*Administrative 'TO' Messages*" (Manual Section 3/788.25);
- \* Operations Order No. 21, September 23, 1994, "*Telecommunication Devices for the Deaf*" (Manual Section 4/190.10); and,
- \* Operations Order No. 25, September 13, 1995, "*Standardized Change of Watch Policy for All Office of Operations Patrol Divisions*" (Manual Section 3/222.02).

**AMENDMENTS:** This Order adds Section 3/788.25 and amends Sections 3/222.02, 3/702.20, 4/190.10 and 4/210.35 of the Department Manual.

**AUDIT RESPONSIBILITY:** Bureau commanding officers or equivalents shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.

**WILLIAM J. BRATTON**  
Chief of Police

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